

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: vip@azdoa.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: ADOA	
Vendor: SAS Institute Inc.	Estimated Cost: \$4,000.
Section 2	
Brief description of materials or services: Training for SAS IT Resource Management	
Section 3	
Briefly describe why this procurement is Sole Source and why there is only a single source available: SAS , per SAS employee, does not allow other companys to provide trainign on SAS software	
Duration of this Sole Source procurement: 1 year	
Briefly describe the efforts made to seek other sources: Inquirec with multifple suppliers, included contracted software reseller. Contacted Supplier who provided verbal confirmation of Sole Source	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Stacy Ingalls	
Phone Number: 602-542-9134	Email Address: stacy.ingalls@azdoa.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted: 10/6/2008	Date Closed: 10/10/2008